

EO - all
notes

20 October 1988

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MEMORANDUM FOR: Deputy Director for Administration

FROM: Harry W. Esterley
Acting Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
the Period Ending 19 October 1988

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1. Events of Major Interest That Have Occurred During the
Preceding Week:

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c. On 12 October, a representative from the Supply Group, OL, traveled to the University of Indiana at Bloomington, Indiana, to interview prospective candidates for the OL Co-Op Program. Upon completion of the interviews, the University Placement Counselors were also briefed on the qualifications desired by OL in our Co-Op candidates. The Office of Personnel field recruiters were briefed on the mission and functions of OL.

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S E C R E T

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f. On 12 and 13 October, the Supply and Support Branch [redacted] installed workstations in Key Building and the Original Headquarters Building (OHB) for the DCI Staff. On the 12th, 25 Corry Hiebert workstations were installed in rooms 302 and 304, and 12 workstations were relocated from the 11th to the 3rd floor in Key Building. On the 13th, 16 pieces of Corry Hiebert furniture were installed in room 7D-19 of the OHB. [redacted]

g. Representatives from [redacted] picked up the William Donovan desk from the Karamessines residence on 14 October. This desk was used by Mr. Thomas Karamessines when he was the Deputy Director of Plans from 1967 through 1973. Upon retiring, Mr. Karamessines purchased this desk from the Agency, and it has now been returned to the Agency as a gift from the Karamessines family. The desk will be on display in the office of the Historical Intelligence Collection Staff located in the Agency Library, 1E-41 Original Headquarters Building. [redacted]

i. On 11 October, the Agency Contract Review Board recommended, for the Director of Logistics' approval, the acquisition of raised flooring in support of the Headquarters Backfill Program. The contract award to Tate Access Floors will allow the Agency to acquire, on an as-needed basis, raised flooring over the life of the Backfill Program. The total anticipated value of all orders issued under the contract is \$4.5 million. [redacted]

j. OL reports that work on the Scattergood-Thorne Property resumed on 12 October after being halted for a short time when it was discovered that a fiber-optic phone line ran under a portion of the proposed fence line. It was decided that that section of fence on the front of the property would be moved a little closer to the road and that the post holes would be hand-dug in order to avoid the phone lines. The scheduled completion date for this project is 4 November. [redacted]

S E C R E T

1. On 12 October, representatives from OL, the General Services Administration, and the lessor's agent made the final walk-through and accepted 6,304-square feet of space for the Foreign Broadcast Information Service (FBIS) [redacted]

[redacted] FBIS plans to move into the newly renovated offices beginning early next week. [redacted]

n. On 14 October, OL opened bids on the following projects:

(1) Pending verification of the bid amount (\$89,664), a contract will be awarded to Kleen All of America for the removal of asbestos from the B/C corridor in the Original Headquarters Building.

(2) A contract will be awarded to Universal Craftsmen, the lowest bidder at \$156,860, for renovation of areas B, D, and F in the New Headquarters Building. [redacted]

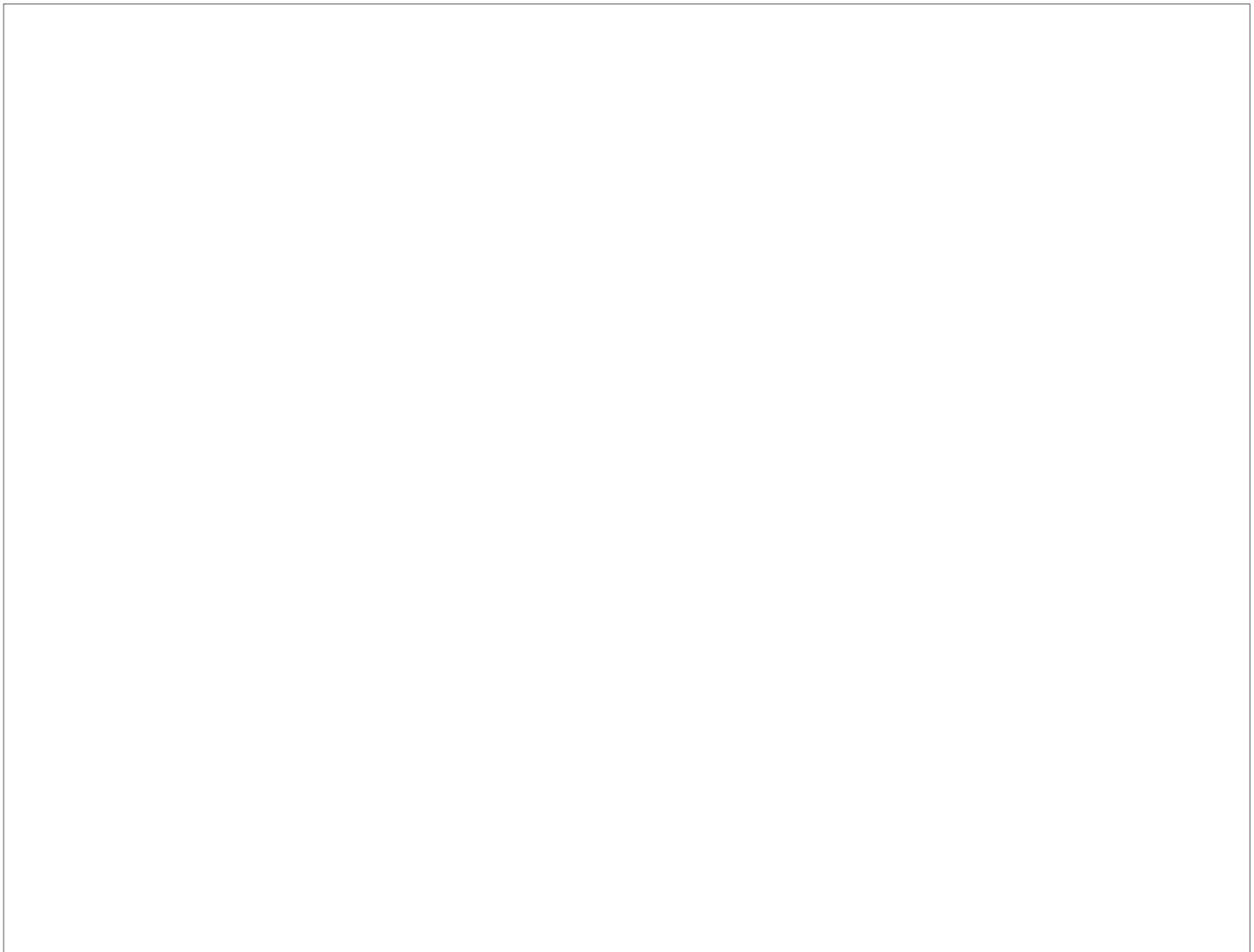
S E C R E T

p. On 11 October, the Agency Contracts Group, OL, issued a contract in the amount of \$50,000 to Guest Services, Incorporated, for additional personnel support in the Executive Dining Room during the period 1 October 1988 through 30 September 1989.

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t. OL reports that on 17 October, the first Cullinet commercial software package for the Commercial Logistics Applications System (CLAS) project was put into production. This is also the first off-the-shelf package that is in production on the Office of Information Technology mainframe, as part of the DA Corporate Data Program. Originally scheduled to come on-line 1 October, the delay was caused by a "freeze" which was implemented to prevent changes to production software which could affect the year-end close for financial data.

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*it would
nice to identify
the pkg. ✓*

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